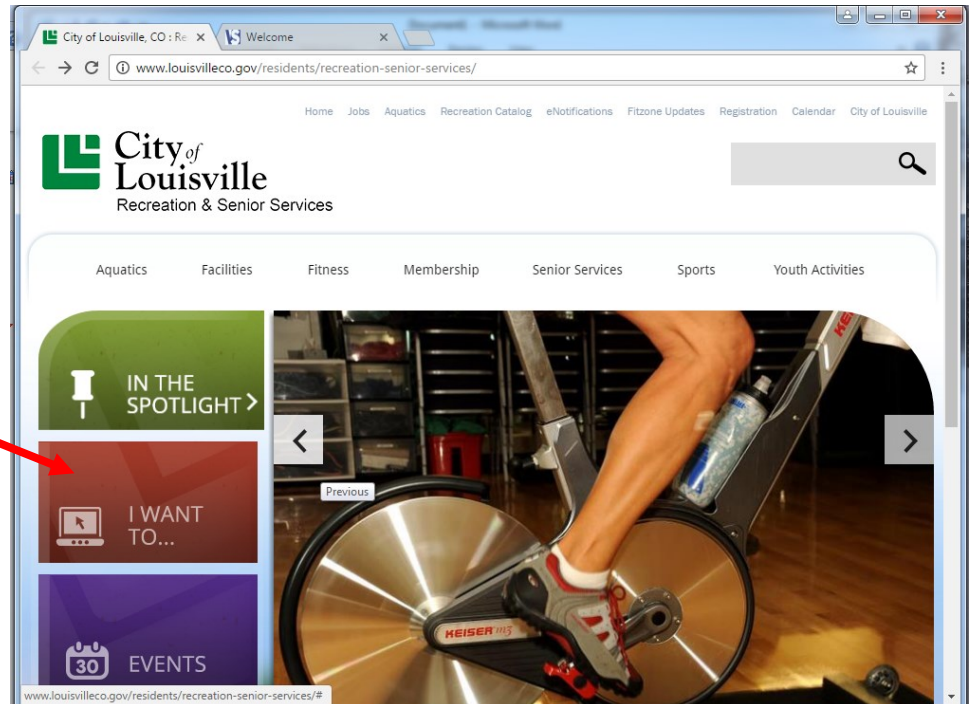


# Registration Tips Summer Day Camp

## STEP 1:

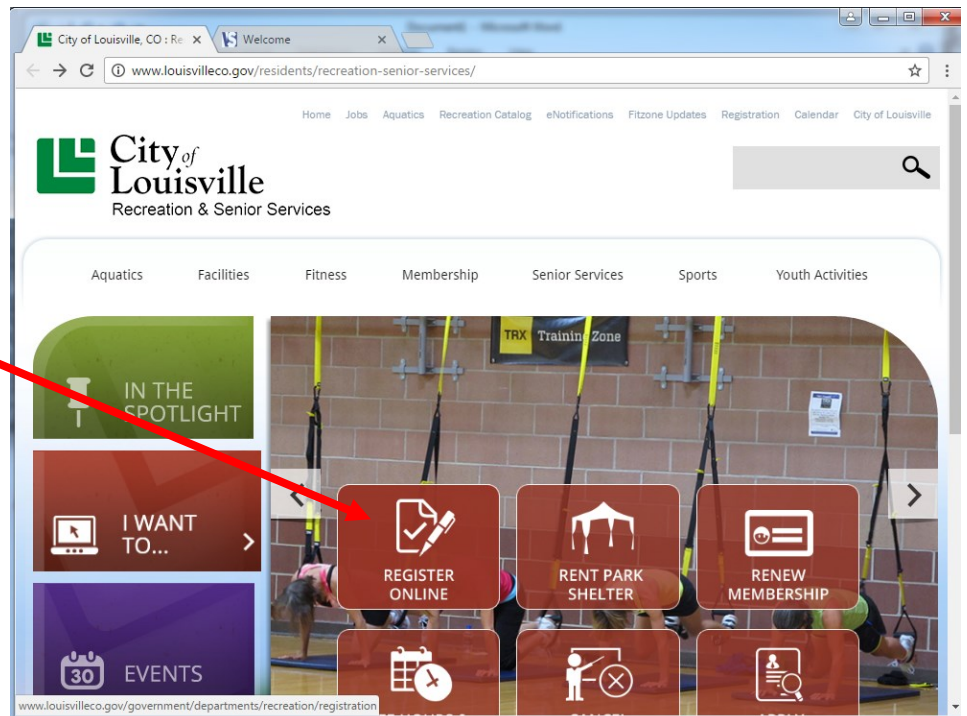
Log into the website

[www.louisvillerecreation.com](http://www.louisvillerecreation.com)  
and click "I WANT TO..."



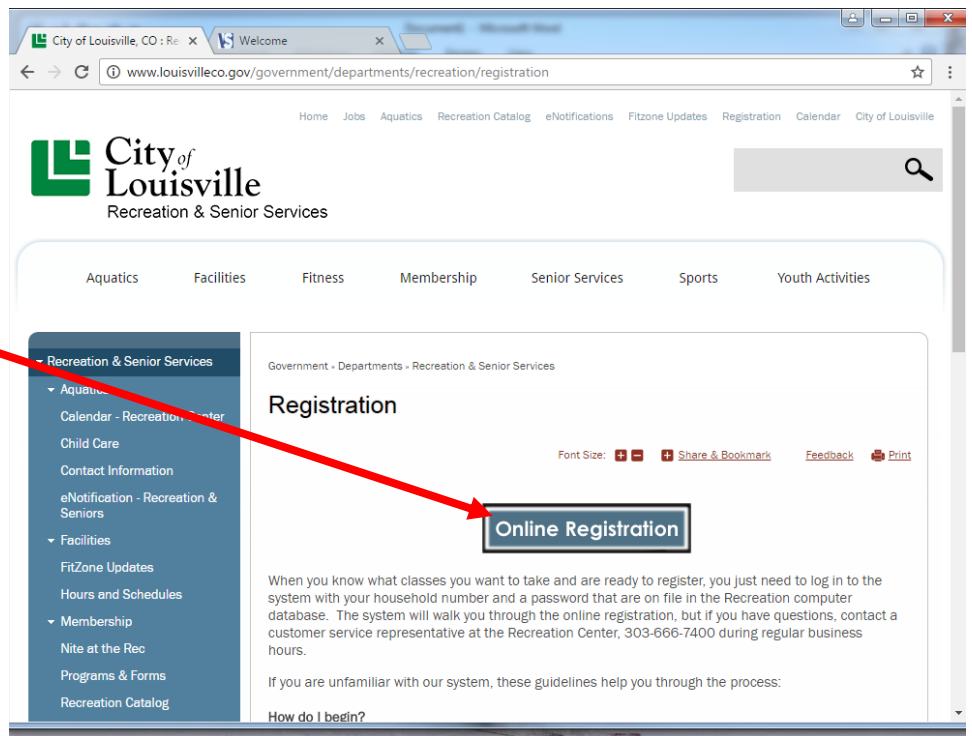
## STEP 2:

Click "REGISTER ONLINE".



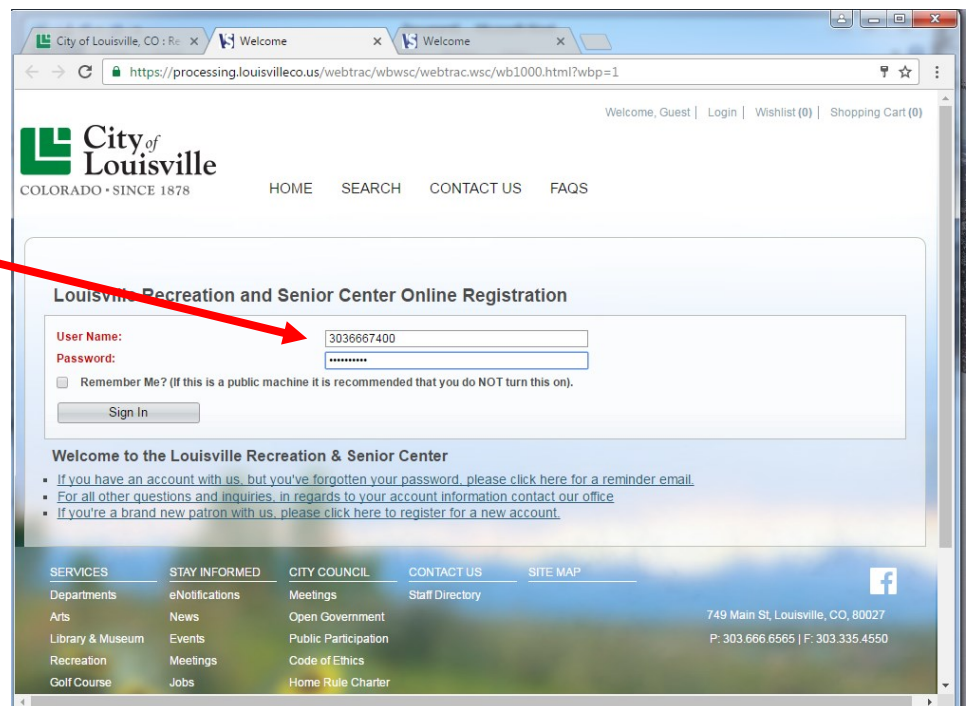
**STEP 3:**

Click "Online Registration".



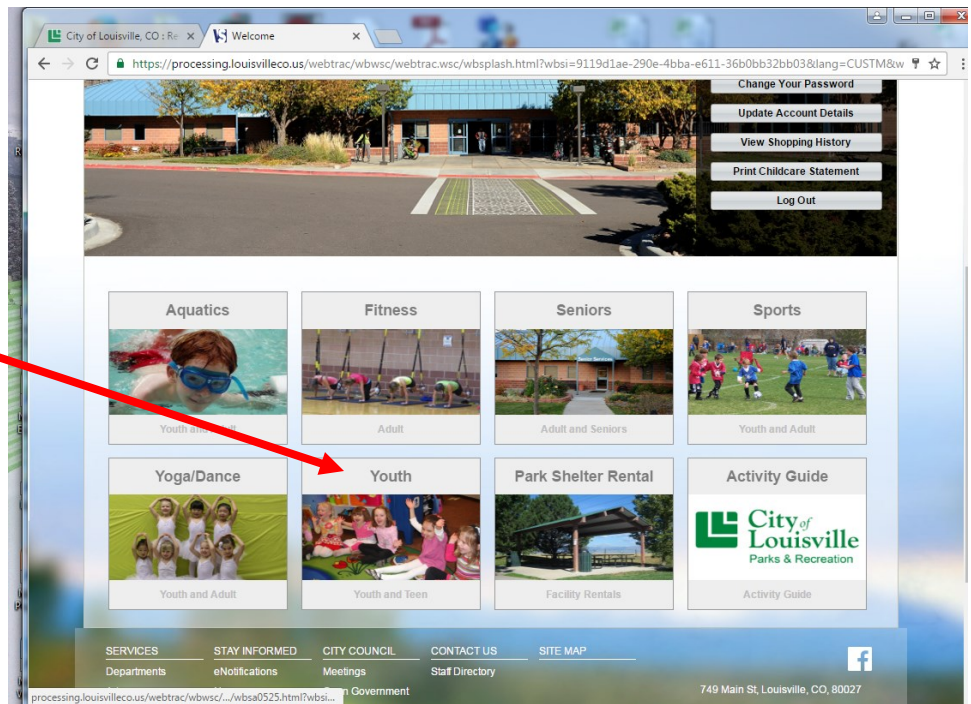
**STEP 4:**

Log into your account using your username and password (If you have not updated this, the default password is your main phone number without dashes and default password is the last name, often times in all CAPS).



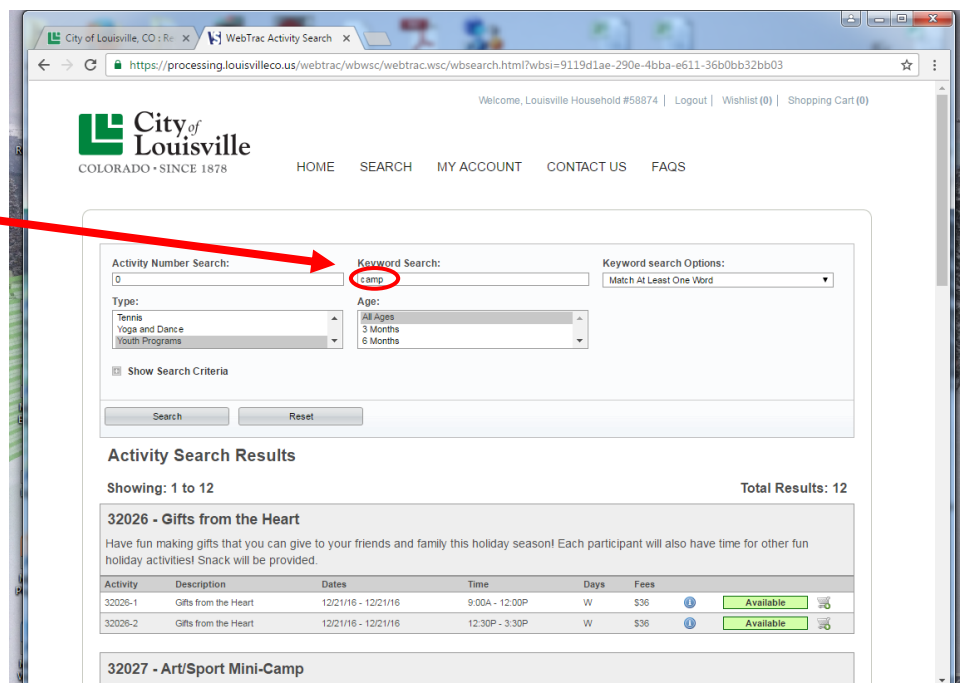
STEP 5:

Click "Youth".



STEP 6:

Under the Keyword Search, enter "camp" to search all camps.



### STEP 7:

Click the shopping cart icon for each session you wish to enroll a family member.

**32026 - Gifts from the Heart**  
Have fun making gifts that you can give to your friends and family this holiday season! Each participant will also have time for other fun holiday activities! Snack will be provided.

Activity	Description	Dates	Time	Days	Fees		
32026-1	Gifts from the Heart	12/21/16 - 12/21/16	9:00A - 12:00P	W	\$36	Available	
32026-2	Gifts from the Heart	12/21/16 - 12/21/16	12:30P - 3:30P	W	\$36	Available	

**32027 - Art/Sport Mini-Camp**  
Attention artists and athletes (or anyone who likes to get hands-on and messy and have some fun in the gym!) let's get creative while school is out! We will use a variety of mediums as we explore and learn about art. What a great way to stay engaged and have fun over winter break. New this year we have also added gym games that might include some indoor soccer, capture the flag and more. We will split into 2 groups and spend half of our time doing crafts in the art room and then switch and spend the other half playing games in the gym. Instructed by two of our favorite teachers Ms. Larissa and Coach Jesse!

Activity	Description	Dates	Time	Days	Fees		
32027-1	Art/Sport Mini-Camp	12/28/16 - 12/29/16	9:00A - 12:00P	W, Th	\$60	Available	

**62660 - Camp test M-F**  
test

Activity	Description	Dates	Time	Days	Fees		
62660-1	camp test m-f	06/06/17 - 06/06/17	8:00A - 4:30P	M-F	\$150	Available	
62660-2	camp test m-f	06/07/17 - 06/07/17	8:00A - 4:30P	M-F	\$150	Available	
62660-3	camp test m-f	06/08/17 - 06/08/17	8:00A - 4:30P	M-F	\$150	Available	
62660-4	camp test m-f	06/09/17 - 06/09/17	8:00A - 4:30P	M-F	\$150	Available	
62660-5	camp test m-f	06/10/17 - 06/10/17	8:00A - 4:30P	M-F	\$150	Available	
62660-6	camp test m-f	06/11/17 - 06/11/17	8:00A - 4:30P	M-F	\$150	Available	
62660-7	camp test m-f	06/12/17 - 06/12/17	8:00A - 4:30P	M-F	\$150	Available	
62660-8	camp test m-f	06/13/17 - 06/13/17	8:00A - 4:30P	M-F	\$150	Available	

### STEP 8:

Click "Enroll Now".

**32026 - Gifts from the Heart**  
Have fun making gifts that you can give to your friends and family this holiday season! Each participant will also have time for other fun holiday activities! Snack will be provided.

Activity	Description	Dates	Time	Days	Fees		
32026-1	Gifts from the Heart	12/21/16 - 12/21/16	9:00A - 12:00P	W	\$36	Available	
32026-2	Gifts from the Heart	12/21/16 - 12/21/16	12:30P - 3:30P	W	\$36	Available	

**32027 - Art/Sport Mini-Camp**  
Attention artists and athletes (or anyone who likes to get hands-on and messy and have some fun in the gym!) let's get creative while school is out! We will use a variety of mediums as we explore and learn about art. What a great way to stay engaged and have fun over winter break. New this year we have also added gym games that might include some indoor soccer, capture the flag and more. We will split into 2 groups and spend half of our time doing crafts in the art room and then switch and spend the other half playing games in the gym. Instructed by two of our favorite teachers Ms. Larissa and Coach Jesse!

Activity	Description	Dates	Time	Days	Fees		
32027-1	Art/Sport Mini-Camp	12/28/16 - 12/29/16	9:00A - 12:00P	W, Th	\$60	Available	

**62660 - Camp test M-F**  
test

Activity	Description	Dates	Time	Days	Fees		
62660-1	camp test m-f	06/06/17 - 06/06/17	8:00A - 4:30P	M-F	\$150	Available	
62660-2	camp test m-f	06/07/17 - 06/07/17	8:00A - 4:30P	M-F	\$150	Available	
62660-3	camp test m-f	06/08/17 - 06/08/17	8:00A - 4:30P	M-F	\$150	Available	
62660-4	camp test m-f	06/09/17 - 06/09/17	8:00A - 4:30P	M-F	\$150	Available	
62660-5	camp test m-f	06/10/17 - 06/10/17	8:00A - 4:30P	M-F	\$150	Available	
62660-6	camp test m-f	06/11/17 - 06/11/17	8:00A - 4:30P	M-F	\$150	Available	
62660-7	camp test m-f	06/12/17 - 06/12/17	8:00A - 4:30P	M-F	\$150	Available	
62660-8	camp test m-f	06/13/17 - 06/13/17	8:00A - 4:30P	M-F	\$150	Available	

**Enroll Now** camp test m-f (62660-1), camp test m-f (62660-2), camp test m-f (62660-3), camp test m-f (62660-4), camp test m-f (62660-5), camp test m-f (62660-6), camp test m-f (62660-7), camp test m-f (62660-8) **Enroll Now**



### STEP 9:

Click which family member will be attending what session.

In this example, Louie is attending all sessions and Louise is attending every other session.

City of Louisville  
COLORADO • SINCE 1878

HOME SEARCH MY ACCOUNT CONTACT US FAQs

### Activity Registration

Lou Louisville	Louie Louisville	Louise Louisville
Activities for Enrollment:	Activities for Enrollment:	Activities for Enrollment:
<input type="checkbox"/> camp test m-f - (62660-1)	<input checked="" type="checkbox"/> camp test m-f - (62660-1)	<input checked="" type="checkbox"/> camp test m-f - (62660-1)
<input type="checkbox"/> camp test m-f - (62660-2)	<input checked="" type="checkbox"/> camp test m-f - (62660-2)	<input type="checkbox"/> camp test m-f - (62660-2)
<input type="checkbox"/> camp test m-f - (62660-3)	<input checked="" type="checkbox"/> camp test m-f - (62660-3)	<input checked="" type="checkbox"/> camp test m-f - (62660-3)
<input type="checkbox"/> camp test m-f - (62660-4)	<input checked="" type="checkbox"/> camp test m-f - (62660-4)	<input type="checkbox"/> camp test m-f - (62660-4)
<input type="checkbox"/> camp test m-f - (62660-5)	<input checked="" type="checkbox"/> camp test m-f - (62660-5)	<input checked="" type="checkbox"/> camp test m-f - (62660-5)
<input type="checkbox"/> camp test m-f - (62660-6)	<input checked="" type="checkbox"/> camp test m-f - (62660-6)	<input type="checkbox"/> camp test m-f - (62660-6)
<input type="checkbox"/> camp test m-f - (62660-7)	<input checked="" type="checkbox"/> camp test m-f - (62660-7)	<input checked="" type="checkbox"/> camp test m-f - (62660-7)
<input type="checkbox"/> camp test m-f - (62660-8)	<input checked="" type="checkbox"/> camp test m-f - (62660-8)	<input type="checkbox"/> camp test m-f - (62660-8)

How did you find out about this class?

SERVICES STAY INFORMED CITY COUNCIL CONTACT US SITE MAP  
Departments eNotifications Meetings Staff Directory  
Arts News Open Government  
Library & Museum Events Public Participation

749 Main St, Louisville, CO, 80027  
P: 303.666.6565 | F: 303.335.4550

### STEP 10:

Once all family members are assigned to their correct sessions, click "Add to Cart".

City of Louisville  
COLORADO • SINCE 1878

HOME SEARCH MY ACCOUNT CONTACT US FAQs

### Activity Registration

Lou Louisville	Louie Louisville	Louise Louisville
Activities for Enrollment:	Activities for Enrollment:	Activities for Enrollment:
<input type="checkbox"/> camp test m-f - (62660-1)	<input checked="" type="checkbox"/> camp test m-f - (62660-1)	<input checked="" type="checkbox"/> camp test m-f - (62660-1)
<input type="checkbox"/> camp test m-f - (62660-2)	<input checked="" type="checkbox"/> camp test m-f - (62660-2)	<input type="checkbox"/> camp test m-f - (62660-2)
<input type="checkbox"/> camp test m-f - (62660-3)	<input checked="" type="checkbox"/> camp test m-f - (62660-3)	<input checked="" type="checkbox"/> camp test m-f - (62660-3)
<input type="checkbox"/> camp test m-f - (62660-4)	<input checked="" type="checkbox"/> camp test m-f - (62660-4)	<input type="checkbox"/> camp test m-f - (62660-4)
<input type="checkbox"/> camp test m-f - (62660-5)	<input checked="" type="checkbox"/> camp test m-f - (62660-5)	<input checked="" type="checkbox"/> camp test m-f - (62660-5)
<input type="checkbox"/> camp test m-f - (62660-6)	<input checked="" type="checkbox"/> camp test m-f - (62660-6)	<input type="checkbox"/> camp test m-f - (62660-6)
<input type="checkbox"/> camp test m-f - (62660-7)	<input checked="" type="checkbox"/> camp test m-f - (62660-7)	<input checked="" type="checkbox"/> camp test m-f - (62660-7)
<input type="checkbox"/> camp test m-f - (62660-8)	<input checked="" type="checkbox"/> camp test m-f - (62660-8)	<input type="checkbox"/> camp test m-f - (62660-8)

How did you find out about this class?

SERVICES STAY INFORMED CITY COUNCIL CONTACT US SITE MAP  
Departments eNotifications Meetings Staff Directory  
Arts News Open Government  
Library & Museum Events Public Participation

749 Main St, Louisville, CO, 80027  
P: 303.666.6565 | F: 303.335.4550

### STEP 11:

Read the waiver and click  
“Agree”.

\*\*\*If there is no waiver, it will  
be part of your paperwork  
packet due at a later date.

City of Louisville, CO: R: x Activity Enrollment Check x  
https://processing.louisvilleco.us/webtrac/wbwsc/webtrac.wsc/wbar1305.html?wbsi=9119d1ae-290e-4bba-e611-36b0bb32bb03

or not caused by the act, omission, negligence or other fault of the City, its officers, employees or any other of the above-listed persons or entities, or any other cause.

Indemnification:

By this agreement, I further hereby voluntarily agree to indemnify and hold harmless the City of Louisville, its officers, employees, insurers, instructors, volunteers, officials, coaches, sponsors, partners or representatives, from and against all liabilities, claims and demands, including any third party claims for injury, death, loss, or damage resulting from my participation, to the extent such liabilities, claims or demands are the result my own negligence or intentionally misconduct, or that of my minor child.

Consent for Publicity and Cancellation Advisement:

I authorize and consent to the publication, whether by television, newsprint, written advertisements, website or internet posting or otherwise, of all or any portion of participant's name and any picture or image of participant taken in connection engaging in or spectating at any activity of the Louisville Parks and Recreation Department.

I acknowledge there is a \$5 cancellation fee for each program for cancellations with a 7 days notice. No refunds for cancellations with less than 7 days notice. Summer Day Camp and Preschool cancellation policies differ. See those activities for specifics.

Parent Agreement (For Participant Under 18 Years Old):

I acknowledge that I am the parent of the above-named participant as the term "parent" is defined in C.R.S. Section 13-22-107(2)(b), and, in addition to execution of the foregoing on behalf of the participant and myself, I hereby waive and release any prospective claim of the participant against the City of Louisville, its officers, employees, insurers, instructors, volunteers, officials, coaches, sponsors, partners or representatives for negligence, to the extent provided by C.R.S. Section 13-22-107(3), in connection with the participant's engaging in or spectating at the above-listed program(s).

General:

I acknowledge and agree that this agreement is intended to be as broad and inclusive as is permitted by the laws of the State of Colorado. If any portion hereof is held invalid, I agree the balance of this agreement shall continue in full force and effect.

By clicking YES, I AGREE, I hereby acknowledge and agree that I have read, understood, and voluntarily agree to all provisions of the foregoing acknowledgment of risk and waiver, release, and indemnification agreement, and that this agreement shall be binding on me, my successors, representatives, heirs, executors and assigns.

Agree Disagree

### STEP 12:

Verify the correct family mem-  
bers are enrolled in the correct  
sessions.

If not, remove any errors and  
then click “Continue Shop-  
ping” to select the correct  
family member/sessions.

When everything is correct,  
click “Checkout”.

City of Louisville, CO: R: x Shopping Cart x  
https://processing.louisvilleco.us/webtrac/wbwsc/webtrac.wsc/wbsa0300.html?wbsi=9119d1ae-290e-4bba-e611-36b0bb32bb03&xxmod=AR

Your Shopping Cart:

Checkout Continue Shopping

Enrollee	Description	Activity	Section	Status	Total Fees	Remove?
Louie	camp test m-f (6/6/17)	62660	1	Enrolled	\$ 150.00	
<a href="#">Add A Note or Info for Staff.</a>						
Louie	camp test m-f (6/7/17)	62660	2	Enrolled	\$ 150.00	
<a href="#">Add A Note or Info for Staff.</a>						
Louie	camp test m-f (6/8/17)	62660	3	Enrolled	\$ 150.00	
<a href="#">Add A Note or Info for Staff.</a>						
Louie	camp test m-f (6/9/17)	62660	4	Enrolled	\$ 150.00	
<a href="#">Add A Note or Info for Staff.</a>						
Louie	camp test m-f (6/10/17)	62660	5	Enrolled	\$ 150.00	
<a href="#">Add A Note or Info for Staff.</a>						
Louie	camp test m-f (6/11/17)	62660	6	Enrolled	\$ 150.00	
<a href="#">Add A Note or Info for Staff.</a>						
Louie	camp test m-f (6/12/17)	62660	7	Enrolled	\$ 150.00	
<a href="#">Add A Note or Info for Staff.</a>						
Louie	camp test m-f (6/13/17)	62660	8	Enrolled	\$ 150.00	
<a href="#">Add A Note or Info for Staff.</a>						
Louie	camp test m-f (6/6/17)	62660	1	Enrolled	\$ 150.00	
<a href="#">Add A Note or Info for Staff.</a>						
Louie	camp test m-f (6/8/17)	62660	3	Enrolled	\$ 150.00	
<a href="#">Add A Note or Info for Staff.</a>						
Louie	camp test m-f (6/10/17)	62660	5	Enrolled	\$ 150.00	
<a href="#">Add A Note or Info for Staff.</a>						
Louie	camp test m-f (6/12/17)	62660	7	Enrolled	\$ 150.00	
<a href="#">Add A Note or Info for Staff.</a>						
Grand Total Fees Due					\$ 1800.00	

Checkout Continue Shopping

**STEP 13:**

Fill in any **red** categories and then click "Continue".

**Begin Checkout**

**Summary of Charges**

New Charges In Shopping Cart:	\$ 1800.00
Old Balances In Shopping Cart:	\$ 0.00
Total Balance for household:	\$ 1800.00
Minimum Amount Due Today:	\$ 1800.00
Maximum Amount Due Today:	\$ 1800.00

**The Following Information is Required to Complete Your Transaction**

Amount To Be Paid Today: \$ 1800.00

Credit Card Type:

**Billing Information**

First Name:

Last Name:

Address:

City:

State/Province:

Postal/Zip Code:

Home Phone w/Area Code:

Email:

Re-Enter Email:

Click "Continue" to initiate the payment authorization process and generate a confirmation receipt.

**STEP 14:**

Input your payment information and click "Submit Payment".

**Payment Screen**

Time Remaining: 4:57

Amount to be charged: **\$1800.00**

Please Enter Your Billing Information Below:  
Required fields are marked with an asterisk (\*).  
NOTICE: It is the policy of Plug & Pay Technologies, Inc. to respect the privacy of its customers and the people doing business through its service. As such all information presented here WILL NOT be sold or distributed to any party other than the merchant you have currently elected to do business with.

Name:

Billing Address:

Line 2:

City:

State/Province:

International Province:

ZipCode/Postal Code:

Country:

Card Type: ☐ Visa

Credit Card #:


Exp. Date:  /

Email Address:

Day Phone #:

Night Phone/FAX #:

[Privacy & Security Policy](#)

 powered by Symantec

A receipt of confirmation will be e-mailed within 24 hours. If you wish to verify enrollment at the end of the process, you may do so by going to the home page and "My Account" from the top drop downs and then "History" or "Household Calendar" to confirm enrollment of family members and exact sessions.